

**Florida Association of Code Enforcement
Board of Directors Meeting Minutes**

October 6 – 7, 2018

President April Hartseil called the meeting of the Florida Association of Code Enforcement Board of Directors meeting to order at 8:48 am

Present: President – April Hartseil; 1st Vice President – Cindy Drake; 2nd Vice President – Michael Hauserman; 3rd Vice President – Lily Ramcharran; Sergeant-at-Arms – Mitch Posner; Secretary – Dorothy Hird; Treasurer – Michelle Forstrom;

Quorum Present: Yes

Absent: 3rd Vice President – Lily Ramcharran (resigned)
Treasurer – Michelle Forstrom
Past President – Bill Van Horn
Liana Teague - Webmaster

Others Present: Mari Rains – Florida Institute of Government at UCF (UCF IOG)
John Weitzner, CRA Hollywood

MOTION: Mitch Posner motioned to approve the agenda

SECOND: Michael Hauserman seconded the motion

With no further discussion

Motion carried

April Hartseil – President

John Weitzner discussed with the board his de-certifications. He advised he had all four levels by 2011, however, he has been decertified. The board explained to him he was decertified due to the fact he needed to have 16 credit hours taken and submitted and currently what he has is seven (7) hours for the years 2013 through 2015. From 2016 through 2017 the hours taken at the conference there was nowhere to place them as he is no longer certified. He needs to provide proof such as a sign in sheet or some type of certificate from the classes he has taken over the years, email them to the President, 2nd Vice President and to Susan at the IOG and if he has enough hours, he could possibly be recertified.

MOTION: April Hartseil motioned to table the matter of John Weitzner's decertification until the January 17, 2019 FACE Board meeting

SECOND: Michael Hauserman seconded the motion

With no further discussion

Motion carried

The Sgt at Arms computer is having issues so it was suggested a computer be purchased for this position.

MOTION: April Hartseil motioned to purchase a new computer for Sgt at Arms from the appropriate budget line

SECOND: Michael Hauserman seconded the motion

With no further discussion

Motion carried

The 2019 Committee Interest Forms have all been used up; so with the resignation of the 3rd Vice President, Lily Ramcharran; the board is looking for someone to fill the remainder of her term. There were three FACE members suggested, Lori Craine, Vincent Bavaro and Sara Santtsteran.

April has created a form for the Huskey Award procedure and it will be sent to the supervisory staff. She believes the board members should make the calls to the supervisor advising them of the nominee and getting input from them.

April has also created a Member/Certification List in an Excel spreadsheet that has every city and county on it and the board will be able to put notes on it

The board discussed the Historian position which was done away with, but it was decided this position was needed, would be appointed by the board and they would be able to put articles in the Interface. Lori Troxel has shown interest in this position, she has several articles already for the Interface and she would also like to interview Robert Hamilton as one of the articles.

Mitch Posner - Sergeant-at-Arms

Ryan Matthews, FACE Lobbyist advised right now there is not much interest in the 911 High Risk bill because of the election. There is one (1) Amendment which may concern Code Enforcement Officers. He reviewed the upcoming Amendments with the board.

His committee has the ByLaws and coming up with opinions on term limits for board positions.

The contract for Ryan Matthews, FACE Lobbyist was reviewed and discussed by the board.

MOTION: April Hartseil motioned to approve the renewal of the Lobbyist contract.

SECOND: Mitch Posner seconded the motion

With no further discussion

Motion carried

5:20 pm break

5:33 pm reconvene

Mari Rains - Institute of Government

Mari gave update on the 2018 conference. She passed out the financial report and went over the report with board. Presently FACE owes \$21,245.17 to the IOG. The reconciliation has not been done yet, but she expects to have it done within this week. April advised this is to have been completed within thirty (30) days.

5:57 pm adjourn

October 8, 2018 reconvene at 8:55 am

IOG continued:

Mari discussed with the board the 2019 conference update. She advised Cindy and her Program Committee will meet on Wednesday, October 10, 2018 at the thr IOG and at the venue December 10 through the 11th.

The board discussed the 2020 FACE Conference. The Westin Cape Coral Resort at Marina Village has the dates June 22 – June 26, 2020 available. The hotel in Tampa also has the same dates available. Mari advised incentives are looked for when booking hotels for FACE. Lee County is offering \$3 room rebate per actualized room night up to \$5,000 for 150 plus rooms. Tampa Bay area is offering \$1 room rebate per room night up to \$1,000 for 50 to 100 total room nights and you will also receive a \$100 gift card.

Mari provided a copy of UCF's Liability Insurance. She has some questions about the insurance and is waiting in an answer from UCF's attorney.

The Train the Trainer class had good response. She went over the Participant Tracking Sheet. Very pleased and enthused about the last class and is hopeful we will have more trainers coming out of this class. She advised there are three attorney interested in teaching the Legal Issues Class.

Mari discussed with the board the Membership Report. For the 2017/2018 year we had a total of 2,439 members and right now during this new renewal period there are currently 726 that have renewed.

Mari discussed with the board the 2018/2019 Certification Classes being offered.

There are still concerns about Metisentry. Several of FACE's members are unable to load the site from their web browsers to renew or register new members and some stated they are still unable to pay online. April is working with SuMac to see what their program has to offer. The board is looking for someone with Web based integrated system experience. Mari would like to make sure Susan Pruschicki is included in the training when a company has been selected. April advised the board we presently don't have a contract with Metisentry.

Mari advised the Florida Benchmarking Consortium has been paying for Go to Meeting for FACE which gives them access to FACE's calendars, etc. She suggested FACE select a line item and pay for the go to meeting at \$29 per month or \$348 yearly. She advised up to 150 persons can join the call and document sharing.

10:00 am break

10:10 reconvene

Cindy Drake – 1st Vice President

Cindy's committee will be October 10. Some suggestions from her committee are possibly having a blood mobile at the conference. Her committee would also like to see something promoting Code Enforcement Officers who give back to the community. Possibly do an Interface article and giving a certificate to them.

Cindy received a request from the Polk Association of Code Enforcement (PACE) to host a 50/50 Raffle table at the 2019 conference.

MOTION: Mitch Posner motioned to allow PACE to administer the 50/50 raffle at the 2019 FACE Conference

SECOND: April Hartseil seconded the motion
With no further discussion

Motion carried

Michael suggested have a PowerPoint presentation running at the beginning of the general session during the down time.

Michael Hauserman - 2nd Vice President

Michael held his 1st committee meeting. They were busy with four (4) decertification appeals and six (6) legal issue papers for approval. His committee is working on the rewrite of Level I, Principles and Practices. The course work is done excluding the legal portion.

He is still unable to gain access to the ICC to get classes approved. He is going to check with ICC to see what their policy is for getting CEH's for members who attend meetings and board members who serve. He would like to piggyback off of their policy.

Lily Ramcharran - 3rd Vice President - resigned

Dorothy Hird - Secretary

The minutes are up to date.

MOTION: Cindy Drake motioned to approve the minutes as amended for July 24, 2018, August 14, 2018 Evote minutes and the August 31, 2018 Go to Meeting minutes.

SECOND: Michael Hauserman seconded the motion
With no further discussion

Motion carried

Michelle Forstrom – Treasurer – Not present

Michelle sent the 2019 Conference Budget and the board discussed this. An updated budget statement is needed from the treasurer.

The board discussed possibly getting an audit of the Bookkeepers time. They would like to see all emails sent to the bookkeeper be sent to the Treasurer.

MOTION: Cindy Drake motioned to direct the Bookkeeper to provide the Treasurer an accountability of time spent performing bookkeeping services monthly retroactive to July 1, 2018.

SECOND: Mitch Posner seconded the motion

With no further discussion

Motion carried

Consensus of the board to forward all emails sent to treasurer@face-online.org to comptroller@face-online.org

Bill Van Horn – Past President – not present

No report

Webmaster - Liana Teague

Liana is working on a virtual calendar. The board decided this should be built into the new software or website.

New Business

None

Old Business

None

MOTION: Mitch Posner motioned to adjourn

SECOND: Michael Hauserman seconded the motion


With no further discussion

Motion carried unanimously

Meeting adjourned at 11:31 am.

APPROVED:

FLORIDA ASSOCIATION OF CODE ENFORCEMENT



April Hartseil, President

Attest:



Respectfully submitted by
Dorothy L Hird, FACE Secretary
October 9, 2018